

June 26, 2002

To: Supervisor Zev Yaroslavsky, Chairman
Supervisor Gloria Molina
Supervisor Yvonne Brathwaite Burke
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: David E. Janssen
Chief Administrative Officer

GREENLIGHTING PRIVATE PROJECTS

This is a status report addressing the February 26, 2002 motion of your Board regarding the Economic Action Plan - Greenlighting Private Projects.

Short-Term Actions (3-6 months)

Action 1.1: Evaluation of funding options to finance additional positions in Regional Planning that can be co-located with Public Works in their field offices.

Status: Regional Planning and Public Works have collaborated to develop a staffing proposal based on the estimated volume of work in the field offices, including Antelope Valley, Calabasas, East Los Angeles, Florence/Firestone, La Puente, Lomita, San Gabriel Valley, Santa Clarita Valley, and South Whittier. The positions would be revenue offset through proposed increases in fees that would need to be reviewed by industry representatives. It is anticipated that a Board letter to allocate the positions and to increase fees will be filed for your consideration in late summer 2002.

Action 1.2: Selection of a vendor to automate Public Works' permitting processes.

Status: A vendor was approved by the Board on June 18, 2002.

Action 1.3: Evaluation of business processes for compatibility with the proposed automated permitting processes.

Status: Public Works business processes are being evaluated to ensure proper configuration of the new automated permitting system. It is proposed that Regional Planning also proceed with this process, which is estimated at \$150,000. Pending Board approval, expenditures for this effort could be revenue offset through a combination of grants and fee increases. It is anticipated that the necessary grant applications and the Board letter recommending fee increases will be completed this summer.

Action 1.4: Initiation of a workgroup to carry-out the elements of the action plan and to become potential users of Public Works' proposed automated permit system.

Status: The CAO has convened the workgroup.

Long-Term Actions (6-18 months)

Action 2.1: Implementation of automated permitting system.

Status: Implementation of the system will begin in the latter part of June 2002. The system will proceed through testing and "go-live" through a phased-in process, as follows: code enforcement, plan check/permitting, inspections, and Internet. The final system acceptance is anticipated by Public Works in December 2004.

Action 2.2: Expansion of one-stop shops, where the public can access all permitting agencies in a single location.

Status: As discussed above in Action 1.1, the focus thus far has been to identify Regional Planning staffing level requirements and related financing options to staff the field offices. As of February 6, 2002, Regional Planning has added an extra one-half day per week of service at the Building and Safety Lancaster field office.

Action 2.3: Conversion of Regional Planning's manual zoning map system to digitized computer maps.

Status: Regional Planning will be converting zoning maps in eight phases over a two year period, designated by the following areas: Altadena, Antelope Valley, Santa Clarita Valley, Santa Monica Mountains North, Coastal Plan, East Los Angeles, Hacienda Heights, and Avocado Heights. The conversion process

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will begin in August 2002 and will be completed by September 2004. The cost of the project is estimated at \$1.76 million and is financed through the joint cooperative support of Public Works, Regional Planning, and the County's Information Technology Fund.

Action 2.4: Conversion of selected discretionary permits to ministerial permits so that the time and cost of the public notice and hearing process can be eliminated.

Status: Regional Planning has proposed the utilization of consultant services and one staff person to streamline the zoning ordinance. The first year funding need identified by the department is \$340,000. The project is estimated to take three years to complete. At this time funding has not been identified.

As required by the Board order, we will provide your Board with a complete report on the short-term actions in September 2002 and the long-term actions in September 2003. We will also provide periodic status reports. If you have any questions regarding the memo, please contact me or your staff may contact Lari Sheehan at (213) 974-1174 or Dorothea Park at (213) 974-1319.

DEJ:LS
DSP:os

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